## SCHOOL OF ART + ART HISTORY <u>SELF REGISTRATION</u>

# START MEET WITH YOUR DEGREE PROGRAM DIRECTOR OF GRADUATE STUDIES

COMPLETE REGISTRATION FORMS INCLUDING 5 DIGIT CLASS NUMBERS AT YOUR DESIGNATED MEETING TIME

FROM YOUR FORMS YOU WILL REGISTER YOURSELF

## SCHOOL OF ART + ART HISTORY

## **SELF REGISTRATION**

## MEETINGS AHEAD AREA ADVISORS WILL SEND MEETING SCHEDULES

Director of Graduate (DGS) Study by Area				
Art History	Dr. Guolong Lai			
(MA, PHD, certificate program)				
Art Education	Dr. Michelle Tillander			
(MA)				
Design + Visual Communication	Dr. Dori Griffin			
(MFA)				
Museum Studies	Dr. Porchia Moore			
(MA, certificate program)				
Studio Art	Professor Katerie Gladdys			
(MFA)				

## School of ART + ART HISTORY

UNIVERSITY OF FLORIDA / COLLEGE OF THE ARTS

## **Graduate Registration Request**

#### PLEASE SUBMIT ELECTRONIC DOCUMENTS

Upload to Canvas Assignment Dropbox
Provide Instructor Consent Forms Separately in Canvas

Fill out form completely. Please upload completed file to designated Canvas Dropbox

S <sub>1</sub> S <sub>1</sub> S <sub>2</sub> YEAF	pring ummer A ummer B ummer C 2020	filled out with	NAME STUDENT NAME  UFID STUDENT ID  [] MA [] MFA [] PhD DEGREE PROGRAM: AREA  STUDIO MFA SELECT CONCENTRATION: ART + TECH CERAMICS CREATIVE PHOTO DRAWING PAINTING PRINTMAKING SCULPTURE  PHONE EMAIL  h your DGS during your advising meetings. SECTION NUMBERS & SIGNATURES MUST BE INCLUDED.				
# of credits	Course Prefix	Course #	Please download the Electronic Registration	or or dd?			
3	ENTER	ENTER	Request Form Located in the Canvas "Art + Art History Graduate Advisement" Assignment space.  ACULTY	Α			
			When Drop/Add has ended, please upload your completed Registration Request form to the Assignment Drop Box. This file should reflect your				
			final course registration.				
□ I confirm that I have checked for course meeting time conflicts and have reviewed my account for holds. □ I will self-register these courses using the provided section numbers. The above information reflects my requested course schedule.							
Student Signature Date							
DGS Signature Date							

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Fill out form completely. Please upload completed file to designated Canvas Dropbox

$\simeq$	Fall NAME STUDENT NAME [] GA [] Fellow Spring STUDENT ID									
Summer A Summer B Summer C YEAR 2020  Summer C PHONE  Summer A Summer C Sum										
Table bel	ow must be	filled out with	your DGS duri	ng your advisin	g meetings. <u>SECTI</u>	ON NUMB	RS & SIGNATURES MUST	BE INCLUDE	<u>D</u> .	
# of credits	Course Prefix	Course #	Class #	Ind. Study Contract Attached?	Course Title (	actual cour	se from schedule, not cognat	e name)	Instructor	Drop or Add?
3	EN1				`	C	FOR ASS	ISTANC	E WITH	А
	"CLASS NUMBERS" ARE CLASS NUMBERS									
			KEQUIF	RED FOR			AFTER YOU	JK ADV	ISEIVIEN I,	
	SELF REGISTRATION. PLEASE CONTACT THE						CT THE			
	GRADUATE OFFICE									
☐ I confirm that I have checked for course meeting time conflicts and have reviewed my account for holds.										
☐ I will self-register these courses using the provided section numbers. The above information reflects my requested course schedule.										
Student Signature Date										
DGS S	DGS Signature Date									

School of ART + ART HISTORY  NOW!PESTY OF PROBING 1 COLIFER OF THE ARTS  Indiv	/idual Study/Cognate/Ins	structor Consent Form	
Return form together with REGISTRATION REQUEST to Graduate Program Assistant FAC 106	Incomplete forms will not be	Fill out form completely. accepted and late fee may be incurred.	
[ ] Fall NAME STU	DENT NAME		
Spring Summer A  UFID N	JMBER		
[ ] Summer B PHONE PHONE	ONE NUMBER	For Individual St	udy or Instructor Consent
[•] Summer C YEAR 2020 EMAIL	ARE		es, please download and
8	COURSE		ectronic Instructor Consent
GRADUATE ENROLLED PREFIX & COURSE ENROLLED COURSE NAME CHOOSE ONE OF THE FOLLOWING 2 OPTIONS 1. IS THIS A COGNATE COURSE?  [] UNDERGRADUATE COURSE #	TITLE INSTRUCTOR FA	en e	the Canvas "Art + Art
CHOOSE ONE OF THE FOLLOWING 2 OPTIONS  1. IS THIS A COGNATE COURSE?			
UNDERGRADUATE COURSE #	` '	History Graduate	e Advisement" Assignment
GRADUATE COURSE #	(do not fill out boxes below, student	space.	
2. [•] TRUE IND. STUDY OR THESIS W	OAA? (fill out boxes below)		
NOTE: ALL SA+AH COURSES OUTSIDE	OF STUDENT CONCENTRATION RE	<b>-1</b> · · · · · ·	
REQUIREMENTS Attach additional contract	OBJECTIVES Attach additional mat	This will require	you to reach out to faculty
or syllabus as appropriate.  If cognate undergraduate course, outline	Edit this text - box will allow for le	for class meeting	details and consent via
graduate level requirements.		email or on the f	
Edit this text - box will allow for long text and scrolling.		citiali of off the f	iist day of class.
		When Drop/Add	has ended, please upload
MEETING SCHEDULE	EVALUATION CRITERIA	vour completed I	nstructor Consent form(s)
[ ] Weekly [ ] Monthly	☐ See Syllabus	•	
example Text: Summer work, keep blog or physical	EXAMPLE TEXT: Evaluation sin Meeting in late August will permi		nt Drop Box. This file is
work, keep steg or physical	including art works and influence	submitted in add	lition to your Regular
PROJECTS Check any that apply	I confirm that I have reviewed m	Registration Forn	n.
☑ Blog ☐ Paper(s) ☐ Presentation	complete all course work.		
🗹 Art Projects 🗆 Annotated Bibliography	Student Signature		
☐ Email Submissions ☐ Other	Instructor Signature	Date	
E-mail correspondence between student & instru	eter is permitted. Please attach a mails to thi	s form as naodad	
•	ctor is permittea. Please attach e-mails to thi.	_	

## CRITICAL REGISTRATION DATES AND CALENDARS ARE LOCATED AT:

https://registrar.ufl.edu/soc/

### **OFFICE OF THE UNIVERSITY REGISTRAR**

Have questions? Contact the OneStop, call us at 352-392-1374 or email. UF/COVID-19 updates.

× Close

THE OFFICE OF THE

**SCREEN VIEW OF CRITICAL** DATES AND CALENDARS

## **UNIVERSITY REGISTRAR**

**SCHEDULE OF COURSES DATES AND DEADLINES** https://registrar.ufl.edu/

**OUR OFFICE** 





The time between your DGS advisement until you can register yourself can take a week to 10 days to coordinate.

Because we start early, this is not a crisis.

You will receive an email by degree program from the SA+AH grad office that you are CLEARED to register your courses BY CLASS NUMBERS PROVIDED DURING ADVISEMENTS.

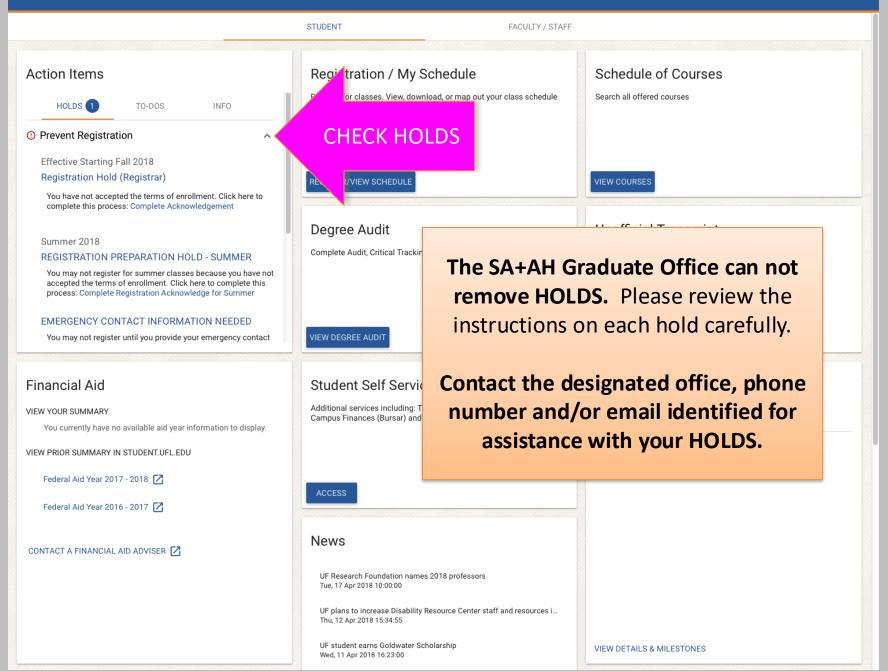
## **ONLINE SELF REGISTRATION STEPS**

## **NAVIGATE WITH YOUR WEB BROWSER TO**

https://one.uf.edu/

BEGIN FROM THE STUDENT SELF SERVICE REGISTRATION PAGE

LOGIN WITH YOUR GATORLINK USER NAME AND PASSWORD



## UF

## **Registration Preparation**

Registration Prep provides essential information that students need to know prior to advance registration. Students are encouraged to read all of the information in Registration Prep carefully and make appropriate choices that will enable them to graduate in a timely manner.

### Summer 2018

Visit the Registration / My Schedule module to see if you have any holds preventing Summer 2018 registration.

If you have a hold labeled "REGISTRATION PREPARATION HOLD - SUMMER", you will also be able to view your Registration Start Time after clearing this hold.

You can also visit the Reg Prep page in student.ufl.edu to view your current degree audit, excess hours, and Registration Start TIme.

### Fall 2018

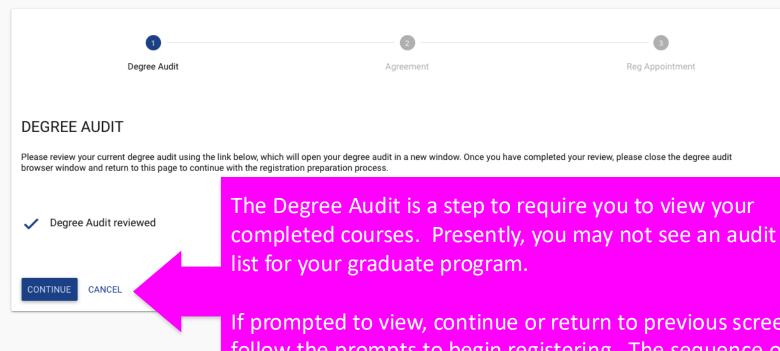
Reg Prep for Fall 2018 will be completed using the new Reg Prep module in ONE.UF.

## COMPLETE REGISTRATION ACKNOWLEDGEMENTS

GO TO REG PREP

Holds appear here also and have instructions and contact numbers to follow for help.

## Registration Preparation - Fall 2018



If prompted to view, continue or return to previous screen, follow the prompts to begin registering. The sequence of viewing the screens will permit you to continue.



I am required to update my emergency contact information every 3 months. Failure to update the emergency contact information will result in a registration hold.



The use of any automated program to attempt to add courses or to search sections on the student registration system is strictly prohibited. Failure to abide by this policy will result in a registration hold.



GatorLink is the official University of Florida email system. I know that I am required to maintain a GatorLink account and I am responsible for any information sent to me at this email address.



I agree to check my grades in Student Self Service at the end of the term and verify my status for continuing enrollment at UF.



I understand that many unexpected events may cause me to decide to withdraw form UF or to drop a modular course(s) that may have many important consequences, both academic and financial. If I received federal financial aid and I complete 60 percent or less of the term prior to withdrawing, I may be required to repay a substantial portion of my federal financial aid or if I enroll in modular courses and I drop one or all of the courses within the term, I may be required to repay a substantial portion of my federal financial aid. For more information, please read the 'What You Need to Know Before You Go' withdrawal policies on the withdrawal form.



I understand that registering for a course with the intent of holding the seat for another student is a violation of the student conduct code and can subject me to the loss of registration privileges and/or other punitive action.



The university is committed to providing important information to its students, faculty and staff. Consistent with this commitment and pursuant to the university's notice and reporting obligations under various laws, I understand I should check Student Consumer Information to view this information.

✓ I ACCEPT

You will not be allowed to register until you have completed and accepted all parts of this agreement. Once you have checked all boxes and submitted, please close this window.



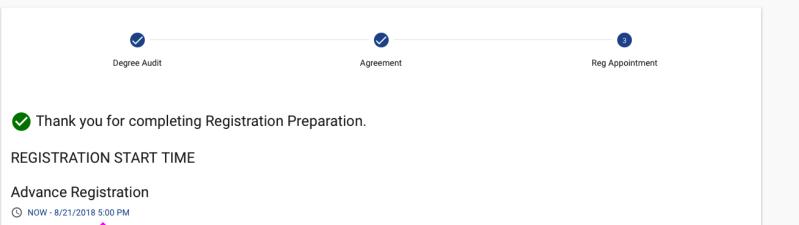
H

REVIEW AND ACCEPT
ALL REGISTRATION ACKNOWLEDGEMENTS
CHOOSE "CONTINUE"



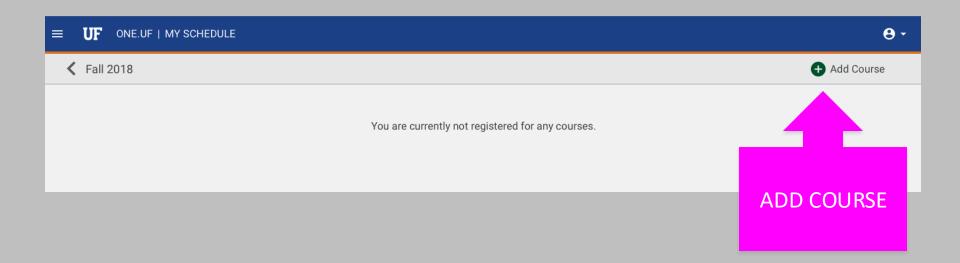
CONTINUE

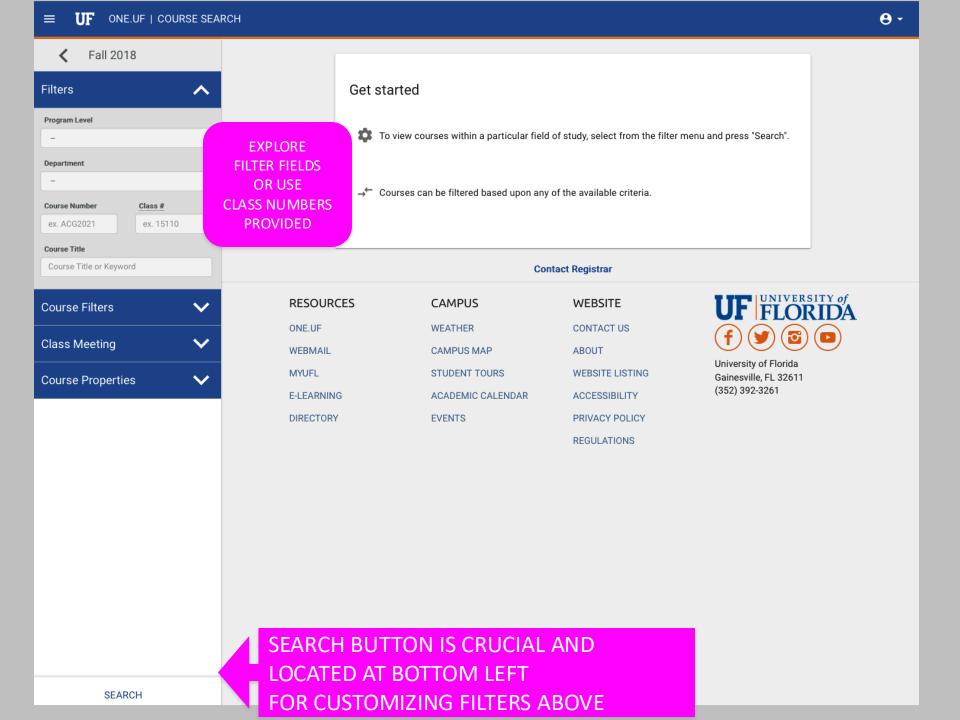
CANCEL

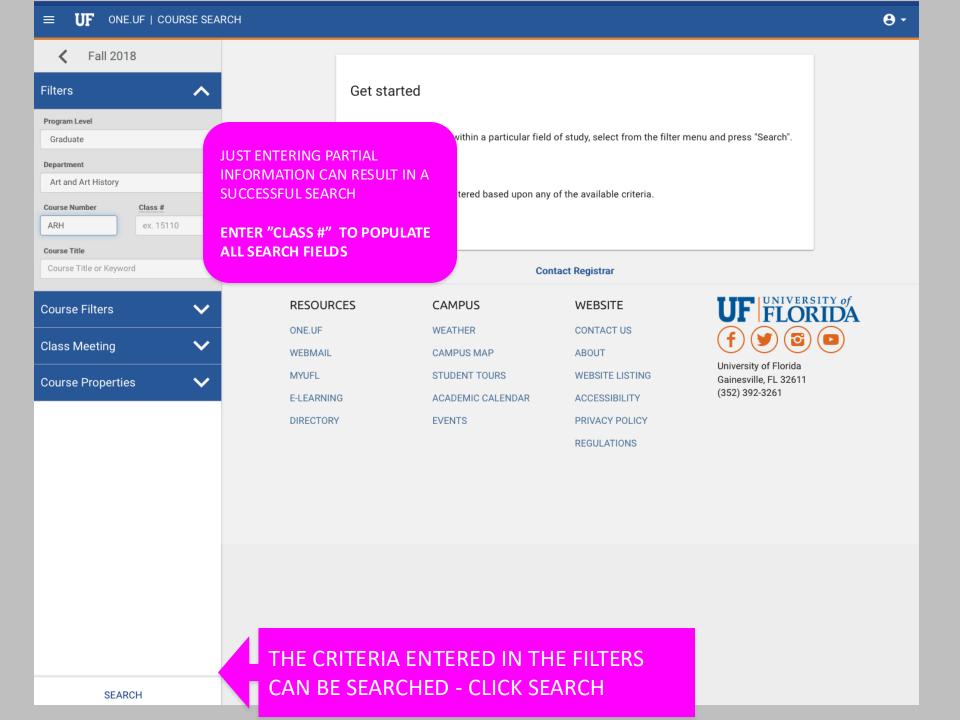


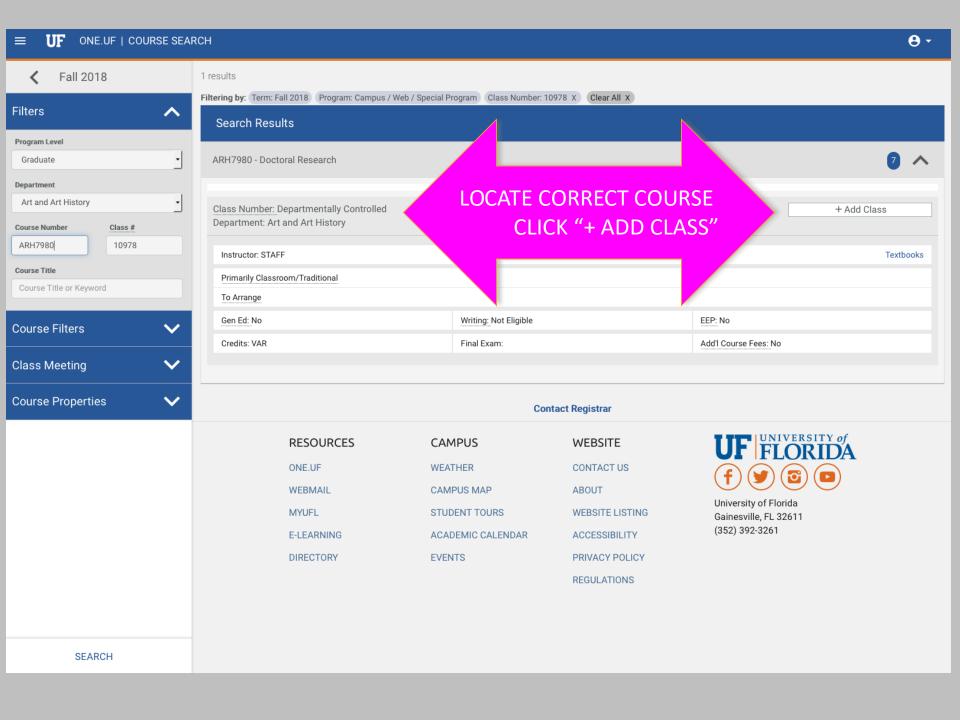
8 -

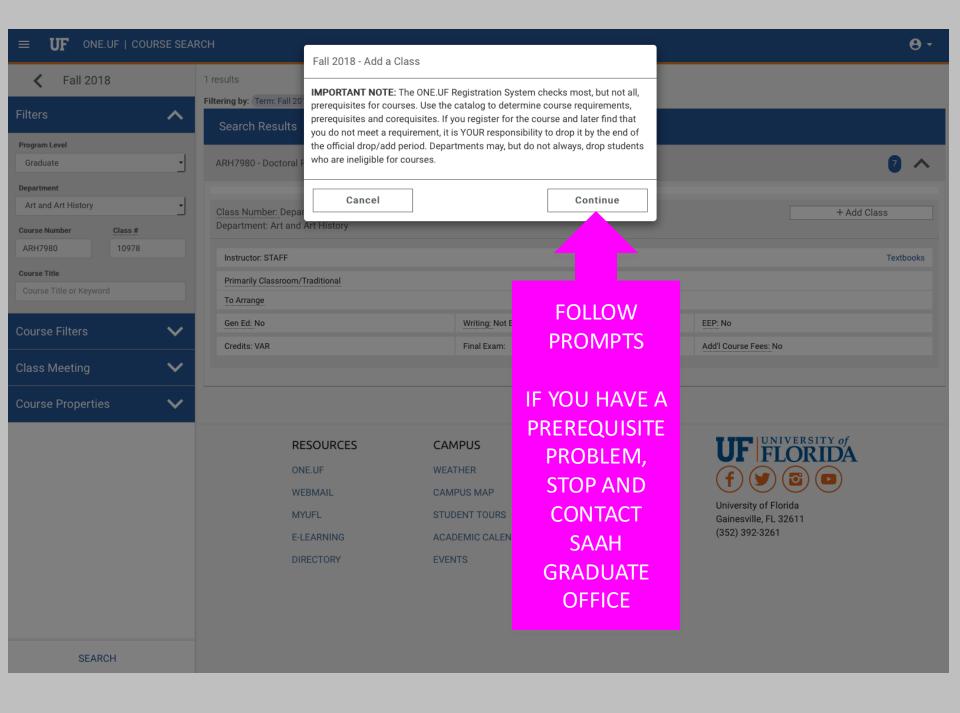
CHOOSE THE LINK FOR YOUR REGISTRATION TIME TO BEGIN REGISTRATION

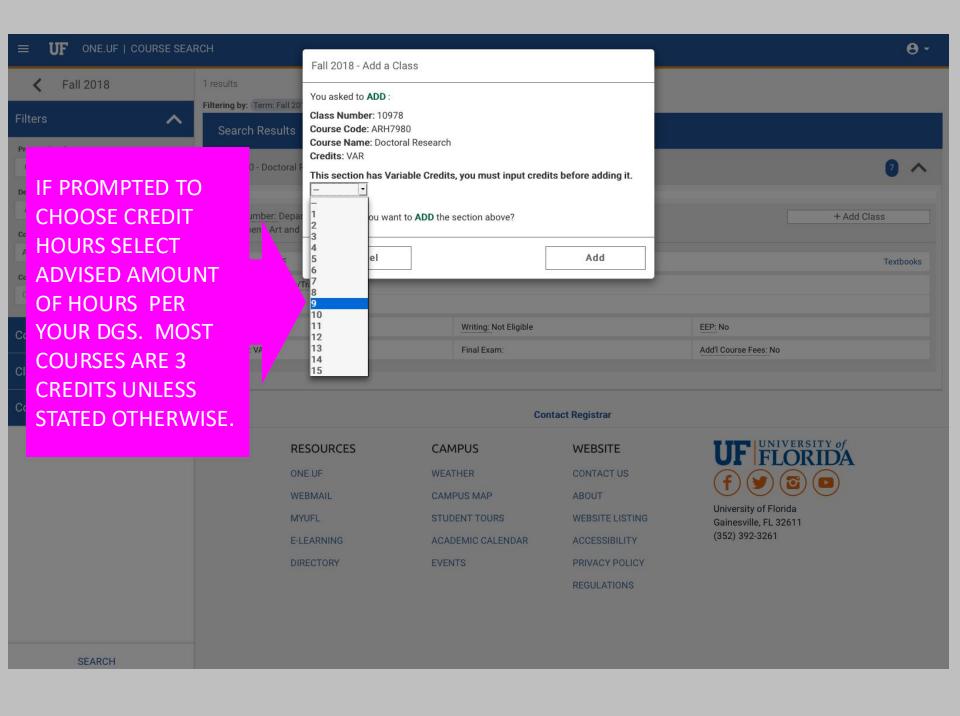


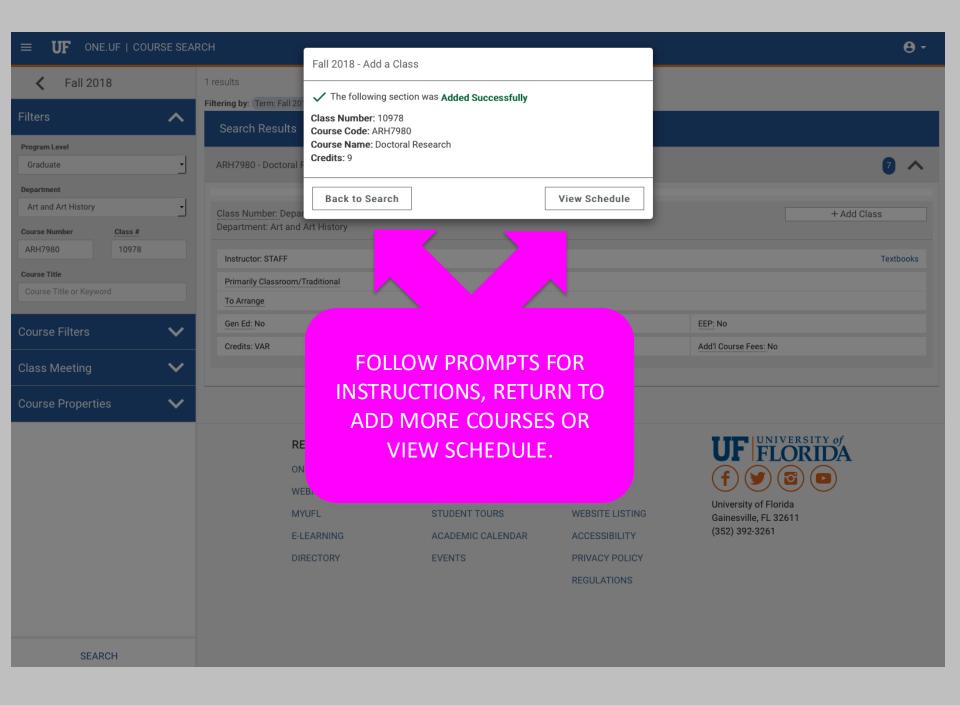


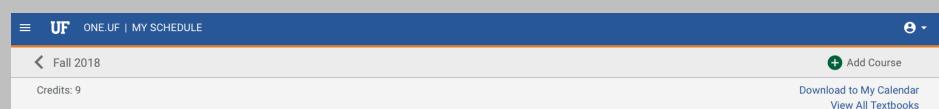












List	Week	Day	Мар	
ARH7980 - Doctoral Research			<b>O</b> Drop	
Class #: 10978 Credits: 9 Instructor: STAFF	To Arrange	Class Dates: 8 Final Exam: More Details	/22/2018 - 12/5/2018	

CONFIRM COURSE IS ADDED WITH DETAILS CORRECTLY MATCHING YOUR ADVISEMENT.

#### **Contact Registrar**

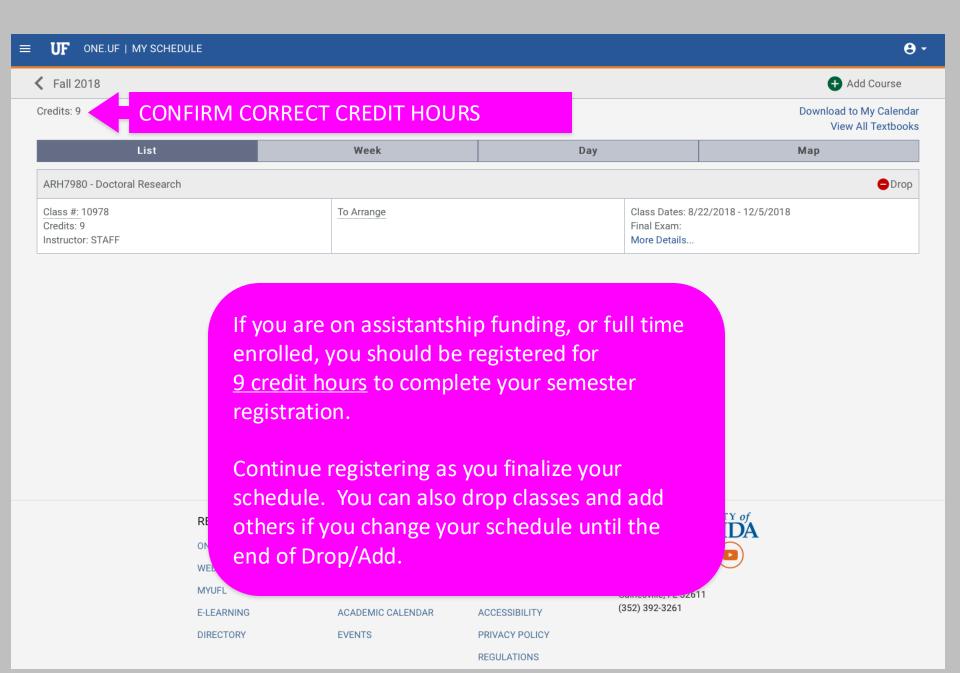
RESOURCES **CAMPUS** WEBSITE ONE.UF WEATHER **CONTACT US** WEBMAIL CAMPUS MAP **ABOUT MYUFL** STUDENT TOURS WEBSITE LISTING E-LEARNING ACADEMIC CALENDAR **ACCESSIBILITY** DIRECTORY **EVENTS** PRIVACY POLICY **REGULATIONS** 

ADD, DROP AND LOG OUT OPTIONS ARE EACH LOCATED IN THE UPPER RIGHT TO CONTINUE OR COMPLETE YOUR REGISTRATION

UF FLORIDA

University of Florida

Gainesville, FL 32611 (352) 392-3261



Please note that graduate students may consider 3000 or 4000 level SA+AH courses linked to graduate course numbers, space permitting. Advisors can provide more information.

Likewise, some 3000 – 4000 level courses outside SA+AH may be eligible. Communicate with advisors on when this might apply to you.

Graduate students cannot participate in 2000 level classes or below.

## CRITICAL REGISTRATION DATES AND CALENDARS ARE LOCATED AT:

https://registrar.ufl.edu/soc/

## FINISHED?

By way of submitting your electronic Registration Request and Instructor Consent documents to the SA+AH Grad Office you are identifying that you have successfully registered for ALL of the courses listed on your Registration Request Form.

Courses Outside of SA+AH will need to be coordinated with the appropriate college and graduate office to confirm your enrollment if you cannot register yourself.

**CONFIRM YOUR REGISTRATION AT:** 

https://student.ufl.edu/

### OFFICE OF THE UNIVERSITY REGISTRAR

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× Close

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SCREEN VIEW OF CRITICAL DATES AND CALENDARS

## **UNIVERSITY REGISTRAR**

SCHEDULE OF COURSES

DATES AND DEADLINES

https://registrar.ufl.edu/

**OUR OFFICE**